

EQUALITY COMMISSION FOR NORTHERN IRELAND

Public Authority 2013 – 2014 Annual Progress Report on:

- **Section 75 of the NI Act 1998 and**
- **Section 49A of the Disability Discrimination Order (DDO) 2006**

This report template includes a number of self assessment questions regarding implementation of the **Section 75 statutory duties** from the *1 April 2013 to 31 March 2014 (Part A)*.

This template also includes a number of questions regarding implementation of **Section 49A of the DDO** from the *1 April 2013 to 31 March 2014 (Part B)*.

Please enter information at the relevant part of each section and ensure that it is **submitted** electronically (by completing this template) and in hardcopy, with a signed cover letter from the Chief Executive or, in his / her absence, the Deputy Chief Executive to the Commission **by 31 August 2014**.

In completing this template it is essential to focus on the application of Section 75 and Section 49. This involves progressing the commitments in your equality scheme or disability action plan which should lead to outcomes and impacts in terms of measurable improvement for individuals from the equality categories. Such outcomes and impacts may include changes in public policy, in service provision and/or in any of the areas within your functional remit.

Name of public authority

safefood, the Food Safety Promotion Board

Equality Officer

S75 and DDO:

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Part A: Section 75 Annual Progress Report 2013 - 2014

Executive Summary

- What were the key policy / service developments made by the authority during this reporting period to better promote equality of opportunity and good relations and what outcomes were achieved?

***safefood** actively engaged in developing key partnerships in the food safety and nutrition arenas to ensure that all persons on the island of Ireland continue to be educated in the importance of healthy and safe food issues.*

The two key campaigns that were actively promoted were childhood obesity and awareness around germs. We continue to promote these messages across all the equality groups but are actively targeting the vulnerable groups of people with visual impairments, young people, men and low income families.

- What are the main initiatives planned in the coming year to ensure the authority improves outcomes in terms of equality of opportunity and good relations for individuals from the nine categories covered by Section 75?

*The planning process for **safefood** is from 1 January to 31 December and the main initiatives for 2014 are highlighted below. The main thrust of **safefood** activities in 2012 and 2013 has been to consolidate programmes and partnerships rather than begin new promotions and this will continue in 2014.*

- *Continue to target childhood obesity as a public health priority. This will be delivered through the roll out of the second year of the campaign, the provision of media roadshows aimed at educating parents and a e-newsletter for parents.*
- *Continue to promote food safety issues through a new food safety hygiene campaign in Food Safety Week.*
- *Redevelop weigh2live interactive resource to focus on a sustainable weight loss advice programme.*
- *Sponsor food safety/allergy public events in partnership with the Food and Drink Association (NIFDA), Institute of Food Science and Technology (IFST), Allergy NI and Anaphylaxis Ireland and Queen's University Best Food Safety Student.*
- *Participation in Balmoral.*
- *Host a three day international Food Safety and Traceability Conference in partnership with Global Food Security at Queen's University.*
- *Deliver a seminar on the 'Effect of Climate Change on Food Safety: an island of Ireland perspective'.*
- *Host focused workshops in Belfast and Dublin on the provenance of selected artisan foods produced on the island of Ireland.*
- *Continue to increase social media engagement.*
- *Continue to promote all educational programmes for pre-school primary/post primary/out of school settings.*
- *Disseminate findings of research projects to appropriate parties on the island.*
- *Commission new research into areas such as 'treat' foods and drinks, food safety deficits at home and in catering establishments.*
- *Developing the Knowledge Networks further through the hosting of food safety workshops and the introduction of e-learning webinars etc.*
- *Continued development of Healthy Food for All and the Community Food Initiatives.*

- *Commission feasibility study into cost of healthy diet for households at risk of food poverty.*
- *Further strengthen the networking in N/S bodies at Corporate Level.*

New / Revised Equality Schemes

- Please indicate whether this reporting period applies to a new or revised scheme and (if appropriate) when the scheme was approved?

This reporting period applies to a revised scheme which was approved in September 2011.

Section 1: Strategic Implementation of the Section 75 Duties

- Please outline evidence of progress made in developing and meeting *equality and good relations objectives*, performance indicators and targets in corporate and annual operating plans during 2013-14.
 - ***safefood** funded research by the University of Ulster and The Children's Research Centre in Trinity College Dublin into 'Early School Leavers – a needs assessment from a nutrition perspective' workshops will be circulated in 2013.*
 - *A new phase of Community Food Initiative programmes will be launched and it is hoped that a total of ten will be funded.*
 - *An Allergy Awareness learning module has been sent to the OFMDFM for inclusion on the NI Direct.gov website.*
 - *Sponsorship of the 'Young Allergy Person of the Year Award' will continue to be supported by **safefood** during Allergy Awareness week in September.*
 - ***safefood**'s food waste campaign is to continue to be promoted with the Department of Environment (NI).*
 - *The knowledge networks will further strengthen all-island stakeholder relationships with a series of programmes and workshops in Belfast.*
 - *Further briefings and workshops are planned with the NI Food and Drinks Association (NIFDA) and the Institute of Food Science and Technology NI (IFSTNI).*
 - *Funded research projects in Queens University and the AFBI.*
 - *The Food Allergy Network will be developing a video on food allergies and intolerances for consumers.*
 - *Further review and development work will be carried out in partnership with the NCBI and the RNIB (NI) including a review of the website.*
 - ***safefood** intends to promote the 'If you could see Germs campaign' again at Balmoral.*
 - *In partnership with the FSA(NI) **safefood** will be co-hosting a 'Food Safety in Domestic Kitchens' theme at the Food Safety Week.*
 - *Sponsorship of 'Best Food Safety Student' Award at Queens University.*
 - *To explore the viability of crèche resources on food allergies and intolerance and healthy eating to be introduced in NI.*

Section 2: Examples of Section 75 Outcomes / Impacts

Given the renewed focus of Section 75 aiming to achieve more tangible impacts and outcomes and addressing key inequalities; please report in this section how the authority's work has impacted on individuals across the Section 75 categories. Consider narrative in the following structure:

- Describe the action measure /section 75 process undertaken.
- Who was affected across the Section 75 categories?
- What impact it achieved?

➤ **Childhood Obesity**

*Tackling Childhood Obesity is a public health priority, with 1 in 4 children across the island of Ireland now carrying excess weight. The Fitter Future for All Implementation Plan in Northern Ireland together with the Special Advisory Group on Obesity (SAGO) and the Healthy Ireland Framework in the Republic of Ireland form the strategic basis across the island for **safe food** to actively promote and communicate a three year education programme. This was launched in October 2013. The campaign consists of TV, radio and poster advertising with social media activity and free information booklets for parents.*

Research has shown that approximately 73% of parents felt that the campaign advertisements focused their attention on the growing problem of childhood obesity. This campaign will be ran over the next two years.

➤ **Food Safety campaign**

This campaign was run in September 2013 and was aimed to make consumers more aware of the difference between "best before" and "use by" dates on food labels and how this knowledge helps with both food safety and food wastage in the home.

The campaign was run in partnership with the Department of Environment (NI) and the Environment Protection Agency (ROI). About 74% of people surveyed felt the advertisements motivated them to check the use by dates on food prior to consumption.

- Please give examples of changes to policies or practices using **screening or EQIA**, which have resulted in **outcomes or impacts for individuals**. If the change was a result of an EQIA please indicate this and also reference the title of the relevant EQIA.
- Please give examples of **outcomes or impacts on individuals** as a result of any **action measures** undertaken as part of your Section 75 action plan:
- Please give examples of **outcomes or impacts on individuals** as a result of any **other Section 75 processes** e.g. consultation or monitoring:

➤ *There have been no specific changes from screening or EQIAs.*

Section 3: Screening

- Please provide an update of new / proposed / revised *policies screened* during the year.

For those authorities that have started issuing of screening reports in year; this section may be completed in part by appending, to this annual report, a copy of all screening reports issued within the reporting period.

Where screening reports have not been issued, for part or all of the reporting period, please complete the table below:

| Title of policy subject to screening | What was the screening decision? E.g. screened in, screened out, mitigation, EQIA... | Were any concerns raised about screening by consultees; including the Commission? | Is policy being subject to EQIA? Yes/No If yes indicate timeline for assessment. |
|--|--|---|--|
| <i>There were no policies screened in in the reporting period.</i> | | | |

Section 4: Equality Impact Assessment (EQIA)

Please provide an update of policies subject to EQIA during 2013-14, stage 7 EQIA monitoring activities and an indicative EQIA timetable for 2014-15.

- EQIA Timetable: April 2013 - March 2014

| Title of Policy EQIA | EQIA Stage at end March 2014 (Steps 1-6) | Outline adjustments to policy intended to benefit individuals and the relevant Section 75 categories due to be affected. |
|------------------------------------|--|--|
| <i>There are no ongoing EQIAs.</i> | | |

Where the EQIA timetable for 2013-14 (as detailed in the previous annual S75 progress report to the Commission) has not been met, please provide details of the factors responsible for delay and details of the timetable for re-scheduling the EQIA/s in question.

- *The Staff Handbook and **saferfood** Communications Strategy were due to be screened in the reporting period. The Staff Handbook was put on hold due to several changes anticipated in the Haddington Road Agreement in the Republic of Ireland. The Communications Strategy was screened in May/June of this year and will be reported on next year.*

- Ongoing EQIA Monitoring Activities: April 2013- March 2014

| Title of EQIA subject to Stage 7 monitoring | Indicate if differential impacts previously identified have reduced or increased | Indicate if adverse impacts previously identified have reduced or increased |
|---|--|---|
| <i>There are no ongoing EQIAs.</i> | | |

Please outline any proposals, arising from the authority’s monitoring for adverse impacts, for revision of the policy to achieve better outcomes the relevant equality groups:

- *Not applicable*

2014-15 EQIA Timetable

| Title of EQIAs due to be commenced during April 2014 – March 2015 | Revised or New policy? | Please indicate expected timescale of Decision Making stage i.e. Stage 6 |
|--|-------------------------------|---|
| <i>New Staff Handbook</i> | Revised | <i>To be screened to determine whether EQIA required.</i> |

Section 5: Training

- Please outline training provision during the year associated with the Section 75 Duties / Equality Scheme requirements including types of training provision and conclusions from any training evaluations.
 - *Training was provided to staff on emergency first aid procedures especially with people who had allergies and epilepsy. Staff had requested this training for two reasons:*
 - *Allergy awareness is one of the focused **safefood** campaigns*
 - *All staff attended events on behalf of **safefood** and they felt it would be of benefit to them if a member of the general public were to take ill.*

The staff found this training to be very useful and practical.

Section 6: Communication

- Please outline how the authority communicated progress on delivery of the Section 75 Duties during the year and evidence of the impact / success of such activities.
 - **safefood** communicates through the following forums:
 - *website*
 - *consultation exercise*
 - *annual report*
 - *focus groups*
 - *press releases*
 - *progress reports*
 - *networking and conferencing*
 - **safefood** conducts regular data collection surveys to assess the impact of their work and these reports are placed on its website.

Section 7: Data Collection & Analysis

- Please outline any systems that were established during the year to supplement available statistical and qualitative research or any research undertaken / commissioned to obtain information on the needs and experiences of individuals from the nine categories covered by Section 75, including the needs and experiences of people with multiple identities.

- *There were no new systems established to ascertain quantitative and qualitative information. Research is a well established tool within **safefood** and results are disseminated on its website.*
- Please outline any use of the Commission's Section 75 Monitoring Guide.
 - *This was used to prepare the Equality Scheme and subsequent policies and procedures.*

Section 8: Information Provision, Access to Information and Services

- Please provide details of any initiatives / steps taken during the year, including take up, to improve access to services; including provision of information in accessible formats.
 - *See Previous Sections*

Section 9: Complaints

- Please identify the number of Section 75 related complaints:
 - received and resolved by the authority (including how this was achieved);
 - which were not resolved to the satisfaction of the complainant;
 - which were referred to the Equality Commission.
- *None*

Section 10: Consultation and Engagement

- Please provide details of the measures taken to enhance the level of engagement with *individuals* and representative groups during the year.
- Please outline any use of the Commission's guidance on consulting with and involving children and young people.
 - *During the previous reporting year, key stakeholders were identified and consulted for the childhood obesity campaign. **safefood** is actively working with these groups.*

Section 11: The Good Relations Duty

- Please provide details of additional steps taken to implement or progress the good relations duty during the year. Please indicate any findings or expected outcomes from this work.
- Please outline any use of the Commission's Good Relations Guide.
 - *Please see previous sections.*

Section 12: Additional Comments

- Please provide any additional information/comments.
 - *None.*

Part B: 'Disability Duties'
Annual Report 1 April 2013 / 31 March 2014

1. How many action measures for this reporting period have been:

Fully
Achieved?

Partially
Achieved?

Not
Achieved?

2. Please outline the following detail on all actions that have been fully achieved in the reporting period.

2 (a) Please highlight what **public life measures** have been achieved to encourage disabled people to participate in public life at National, Regional and Local levels:

| Level | Public Life Action Measures | Outputs ¹ | Outcomes / Impact ² |
|-----------------------|-----------------------------|----------------------|--------------------------------|
| National ³ | | | |
| Regional ⁴ | | | |
| Local ⁵ | | | |

¹ **Outputs** – defined as act of producing, amount of something produced over a period, processes undertaken to implement the action measure e.g. Undertook 10 training sessions with 100 people at customer service level.

² **Outcome / Impact** – what specifically and tangibly has changed in making progress towards the duties? What impact can directly be attributed to taking this action? Indicate the results of undertaking this action e.g. Evaluation indicating a tangible shift in attitudes before and after training.

³ **National** : Situations where people can influence policy at a high impact level e.g. Public Appointments

⁴ **Regional**: Situations where people can influence policy decision making at a middle impact level

⁵ **Local** : Situations where people can influence policy decision making at lower impact level e.g. one off consultations, local fora.

2(b) What **training action measures** were achieved in this reporting period?

| | Training Action Measures | Outputs | Outcome / Impact |
|---|------------------------------|-------------------|---|
| 1 | First Aid Awareness training | Training of Staff | Increased confidence in dealing with emergencies at exhibitions etc |
| 2 | | | |
| 3 | | | |
| 4 | | | |

2(c) What Positive attitudes **action measures** in the area of **Communications** were achieved in this reporting period? N/A

| | Communications Action Measures | Outputs | Outcome / Impact |
|---|--------------------------------|---------|------------------|
| 1 | | | |
| 2 | | | |
| 3 | | | |
| 4 | | | |

2 (d) What action measures were achieved to '**encourage others**' to promote the two duties:

| | Encourage others Action Measures | Outputs | Outcome / Impact |
|---|----------------------------------|---------|------------------|
| 1 | | | |
| 2 | | | |
| 3 | | | |
| 4 | | | |

2 (e) Please outline **any additional action measures** that were fully achieved other than those listed in the tables above:

| | Action Measures fully implemented (other than Training and specific public life measures) | Outputs | Outcomes / Impact |
|---|---|---------|-------------------|
| 1 | | | |
| 2 | | | |
| 3 | | | |

3. Please outline what action measures have been **partly achieved** as follows:

| | Action Measures partly achieved | Milestones ⁶ / Outputs | Outcomes/Impacts | Reasons not fully achieved |
|---|---------------------------------|-----------------------------------|------------------|----------------------------|
| 1 | | | | |
| 2 | | | | |
| 3 | | | | |

4. Please outline what **action measures have not been achieved** and the reasons why?

| | Action Measures not met | Reasons |
|---|---|--|
| 1 | Exploring Partnerships with Carers' Associations | This work has been scheduled to commence over the next few months. |
| 2 | Ascertain if communication programmes effective in fields of mental health and learning disabilities. | safefood will review this in the latter part of 2014. |
| 3 | | |

⁶ **Milestones** – Please outline what part progress has been made towards the particular measures; even if full output or outcomes/ impact have not been achieved.

5. What **monitoring tools** have been put in place to evaluate the degree to which actions have been effective / develop new opportunities for action?

(a) Qualitative

safefood regularly carries out research and works with focus groups to ascertain awareness and accessibility of material.

(b) Quantitative

As above

6. As a result of monitoring progress against actions has your organisation either:

- made any **revisions** to your plan during the reporting period or
- taken any **additional steps** to meet the disability duties which were **not outlined in your original** disability action plan / any other changes?

Please delete: **No**

If yes please outline below:

| | Revised/Additional Action Measures | Performance Indicator | Timescale |
|---|------------------------------------|-----------------------|-----------|
| 1 | | | |
| 2 | | | |
| 3 | | | |
| 4 | | | |
| 5 | | | |

7. Do you intend to make any further **revisions to your plan** in light of your organisation's annual review of the plan? If so, please outline proposed changes? **No**